

MWBE and Services Procurement Committee Report

6 June 2019

Prepared by: Tabatha Santiago

Meeting attended by: Board Chair Allen Williams, Rosiland Brooks-Harris, Norman Jones (Arrived @ 8:23 a.m.), Tom Richards, I. Geena Cruz, ICO Brian Sanvidge; Savin Program Director P  pin Accilien; General Counsel Greg McDonald, and Attorney Melissa Mahler.

Board Chair Allen Williams convened the meeting at 8:13 a.m.

Action Items

1. RJSCB: Annual Report FY 2018-2019

Chair Allen Williams and P  pin Accilien stated that comments were received from some of the Board Members which were incorporated into the final 2018-2019 RJSCB Annual Report circulated via email on June 4, 2019. We are asking the Board to accept the Report for forwarding to the various Agencies per the Legislation (i.e. Governor of the State of New York, the State Comptroller, the Commissioner of the State Education Department, the Temporary President of the Senate, the Speaker of the Assembly, the City of Rochester, the City council and the City school district). This report will be postmarked no later than June 30, 2019 as well as posted on the Board's website.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 4-0.

2. RJSCB: Meeting Schedule for FY 2019-2020

Chair Allen Williams and P  pin Accilien stated that this schedule has been discussed with the Board Members and reviewed by Board Chair Williams. Upon approval of the schedule, meeting invitations will be sent out for acceptance by Board Members. We are asking the Board to accept the Meeting Schedule for distribution and posting/updating to the Board's website.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by I. Geena Cruz; Second by Rosiland Brooks-Harris. Approved 4-0.

3. Bid Award: Edison Education Campus – HVAC & Electrical additional scope (Phs 2B.1)

P  pin Accilien and Terry LoConte stated that the Program Management team received bids on Friday, May 31, 2019. Two bids were received for the Mechanical/HVAC Contract and two bids were received for the Electrical Contract. Due to successful post bid meetings/de-scope sessions immediately after the bid opening, we are recommending the responsible low bidders for both Prime Contracts. It is also noted that Notices To Proceed & Contracts will go out to Contractors after Board approval on June 10, 2019.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 4-0.

4. Bid Award: FF&E / Janitorial Cleaning Services Bid

P  pin Accilien stated that we received one bid on Wednesday, May 8, 2019. It is our recommendation that the full Board enters into a Contract for a Not to Exceed amount of \$119,998.00 with the vendor we received a bid from, and that Vargas Associates be directed to proceed with preparing Purchase Orders for this cleaning company to prepare for the Summer 2019 School openings.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Rosiland Brooks-Harris; Second by I. Geena Cruz. Approved 4-0.

5. **Bid Award: FF&E /Music Furniture – Lincoln School No. 22 (Phase 2c)**

Pépin Accilien stated that our Furniture Consultant (Vargas Associates) is asking the Board to award Purchase Orders to Workplace Interiors for the bid we received on January 23, 2019 for Music Furniture for Lincoln School No. 22 due to open in Summer 2019. Further discussion and action to be taken at the monthly Board meeting.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 4-0.

6. **DWT Mini-Bid Awards – Network Equipment for 2c Schools (2, 4, & 22)**

Pépin Accilien and Jim McGuinness of Millennium Strategies stated that 2 bids were received, with favorable discounts off MSRP for Network Electronics, on Friday, May 31, 2019 for Phase 2b and 2c schools. It is our recommendation that the RJSCB contract with Dyntek, via Purchase Order, to procure these items at the negotiated prices received.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 4-0.

7. **Rejection of VoIP Phones Bid Proposal for 2c Schools (2, 4, & 22)**

Pépin Accilien and Jim McGuinness, with Millennium Strategies, stated that there was only one bid received on Friday, May 31, 2019 for the VoIP Phone Handsets Bid, and it contained pricing information on the wrong part number and the vendor's pricing was above the NYS OGS Contract pricing. We are asking the Board to reject the bid received at the upcoming Board meeting, solicit direct proposals using the OGS State Contract procurement system, and issue a Not-To-Exceed \$20,000 Purchase Order for procuring this equipment for the 2c Schools per the RJSCB amended procurement policy.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 5-0.

8. **Amendment #2 to Erdman Anthony for Commissioning Services for 2b & 2c Schools (Barton School No. 2, Lincoln School No. 22, Edison Education Campus and Dr. Freddie Thomas Learning Center)**

Pépin Accilien and Richard Stoffel stated that this 2nd Amendment to Erdman Anthony is for additional Commissioning Services that were needed at Edison, Dr. Freddie Thomas, Barton School No. 2 and Lincoln School No. 22. The total value of this Amendment is a Not to Exceed amount of \$62,220.00.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 5-0.

9. **Purchase Order Request: Edison Educational Campus – PA System**

Pépin Accilien and Terry LoConte reviewed the Purchase Order with the Board and stated that this request is to provide Edison with NYS Contract pricing for the PA System the campus needs.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Norman Jones. Approved 5-0.

10. **Change Orders to Clara Barton No. 2 Contractors**

- # 21, 22, 24 & 25 to the EC Contractor – Concord Electric

Pépin Accilien & Robert Skeelee reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 5-0.

11. **Change Orders to Forbes School No. 4 Contractors**

- #10 & 12 to GC Contractor – DiPasquale Construction
- #7 to EC Contractor – Concord Electric

Pépin Accilien & Terry LoConte reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Rosiland Brooks-Harris. Approved 5-0.

12. Change Orders to East Upper and Lower School Contractor

- #7 to EC Contractor – Hewitt Young Electric

Pépin Accilien & Wayne Williams reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by I. Geena Cruz; Second by Rosiland Brooks-Harris. Approved 5-0.

13. Change Orders to Edison Education Campus Contractors

- #12 & 13 to GC Contractor – Manning Squires Hennig
- #13 to EC Contractor – Concord Electric
- #10 to PC Contractor – M.A. Ferrauilo

Pépin Accilien & Terry LoConte reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Norm Jones. Approved 5-0.

14. Change Orders to Monroe 2B Contractor

- #48 through #52 to GC Contractor – Manning Squires Hennig

Pépin Accilien & Robert Skeele reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Tom Richards; Second by Norm Jones. Approved 5-0.

15. Change Orders to Phase 1 – Montgomery School 50 Contractor

- #3 to SC Contractor – Mark Cerrone

Pépin Accilien & Terry LoConte reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on June 10, 2019 by Norm Jones; Second by Tom Richards. Approved 5-0.

Non-Action / Discussion Items

16. Report: Amendments Authorized by Chair

Allen Williams and Pépin Accilien stated that the amount authorized by the Chair this month for 1 Amendment is \$3,500.00. Supporting information is included in the Committee Packet, and outlined below for this month:

Amendments Authorized by Chair			
Project	Firm	Amendment No.	Amount
Forbes School No. 4	CJS Architects	19-CJS4-02	\$ 3,500.00
TOTAL:		1	\$ 3,500.00

17. Report: Purchase Orders Authorized by Chair

Allen Williams and Pépin Accilien stated that the amount authorized by the Chair this month for 2 Purchase Orders is \$17,963.61. Supporting information is included in the Committee Packet, and outlined below for this month:

Purchase Orders Authorized by Chair				
Project	Contractor	PRODUCT/SERVICE	PO #	Amount
Lincoln 22	Day Automation	Access Control Equipment	ACCESS-SCH22-07	\$7,435.70
Lincoln 22	Day Automation	Video Surveillance	DWT-VID-SCH22-06	\$10,527.91
TOTAL:			2	\$17,963.61

18. Report: Change Orders Authorized by Chair

Allen Williams and Pépin Accilien stated that the amount authorized by the Chair this month is for 26 Change Orders totaling \$299,808.87, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair			
PROJECT	CONTRACTOR	C/O #	AMOUNT
CSOR 15	EC - CONCORD ELECTRIC	23	\$ 3,388.62
SPENCER 16	EC - EAST COAST ELECTRIC	11	\$ 3,711.00
	EC - EAST COAST ELECTRIC	12	\$ (55,840.00)
BARTON 2	GC - DIPASQUALE	24	\$ 6,446.00
	GC - DIPASQUALE	25	\$ 15,850.00
	GC - DIPASQUALE	26	\$ 6,715.00
	MC-DANFORTH	6	\$ 7,998.00
	EC - CONCORD ELECTRIC	23	\$ 34,437.00
	FORBES 4	GC - DIPASQUALE	11
	MC-DANFORTH	4	\$ 2,904.14
	EC - CONCORD ELECTRIC	6	\$ 30,145.46
LINCOLN 22	GC - STEVE GENERAL	7	\$ 34,700.31
	MC - NAIRY MECHANICAL	2	\$ 10,234.20
	EC - CONCORD ELECTRIC	4	\$ 24,828.61
	PC - D. V. BROWN	2	\$ (1,138.98)
EAST	GC - HOLDSWORTH KLIMOWSKI	15	\$ 21,458.00
	GC - HOLDSWORTH KLIMOWSKI	16	\$ 11,297.00
	EC - HEWITT YOUNG ELECTRIC	6	\$ 21,171.94
	EC - HEWITT YOUNG ELECTRIC	8	\$ 11,509.07
EDISON	EC - CONCORD ELECTRIC	12	\$ 31,149.70
	PC - FERRAUILO	11	\$ 5,427.00
MONROE 2B	GC - MANNING SQUIRES HENNIG	47	\$ 31,410.00
	EC - CONCORD ELECTRIC	28	\$ 14,725.60

Change Orders Authorized by Chair (Continued)			
PROJECT	CONTRACTOR	C/O #	AMOUNT
	EC - CONCORD ELECTRIC	29	\$ 2,166.11
SWW	GC - JAVEN	20	\$ 2,645.00
MONTGOMERY 50	RC - ELMER DAVIS	2	\$ (5,500.00)
TOTAL		26	\$ 299,808.87

19. Phase 3 Update of the Draft Strategic Plan/Legislation

Special Legislation introduced in both Chambers of the NYS Legislature on 29May19 (Assembly Bill A-07976 and Senate Bill S-06245). Work on the Final Draft of the Phase 3 Strategic Plan, including the financial plan, suspended until passage of the Phase 3 Legislation. Capital Markets Advisors and Citi Global Services will be instructed to start the Phase 3 Financial Plan upon passage of the Legislation. Draft Project Labor Agreement (PLA) prepared for Phase 3 and submitted to City and State Stakeholders for review and consideration.

The Monroe High School Natatorium, property acquisition and the enhanced campus development at School 54 and the outdoor classroom and Heritage Park site development work at School 22, have all also been delayed until passage of the Phase 3 Legislation.

20. BOP Revolving Loan Program (RLP) Update

**RJSCB Revolving Loan Program
5/31/2019**

Borrower	Loan Date	Amount Borrowed	Amount Repaid	Balance
Precision Concrete and Masonry	9/13/2017	10,000.00	10,000.00	0.00
Torry Butler	11/2/2017	9,720.00	9,720.00	0.00
Rosecroft	12/15/2017	10,000.00	10,000.00	0.00
Precision Concrete and Masonry #2	1/8/2018	10,000.00	10,000.00	0.00
Coloring on Canvas	5/25/2018	10,000.00	10,000.00	0.00
Cannon Electric	8/1/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group	7/25/2018	10,000.00	10,000.00	0.00
Coloring on Canvas #2	8/8/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group #2	9/25/2018	10,000.00	10,000.00	0.00
		89,720.00	89,720.00	

Balance of Funds	
Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	572.16
REDCO fee (1.5%)	-1,345.80
City fee (.5%)	-448.60
Balance	248,777.76

The Finance Committee meeting began at 9:06 a.m. and concluded at 9:11 a.m. (see Finance Committee Report).

Meeting adjourned at 9:06 a.m.